



Mountainville Academy

Board Meeting Agenda Minutes

May 14, 2014

Notice is hereby given that the Mountainville Academy Board of Trustees will hold a Board Meeting and Executive Session at 195 S Main Street, Alpine, UT on Wednesday, May 14, 2014 at 7:00 p.m. In attendance are Mary Given, Debby Llewelyn, Carolyn Rossi, Matt Neimann, David Kasperson, Laura Oscarson, Mac Sims, Kaylynn Sims, Janese Vance, Steve Oscarson, Matt Lovell, Jenney Rees, Brian Storrs. Emma Bullock joined by phone

BOARD MEETING. - 7:04pm

1. WELCOME & CALL TO ORDER

- A. Reverent Remarks - Jenney Rees
- B. Pledge of Allegiance

2. PUBLIC COMMENT: no comment

3. BUSINESS MANAGERS REPORT: Matt Lovell discussed the budget for the year and the following year. Both will be presented next board mtg. Matt L. went over the financial summary.

4. CONSENT AGENDA:

- A. Minutes 4.16.14 - Debby moved that we accept the minutes for 4.16.14, 4.25.14, and 5.7.14. Matt N. seconded. All Ayes.
- B. Minutes 4.25.14
- C. Minutes 5.7.14

5. ACTION ITEMS:

- A. Board election - Debby indicated that the only applicant is Laura Oscarson. Laura was elected for a one year seat last May. So her current term is up and she is willing to serve another term on the board. David K. moved to appoint Laura to the board seat. Matt N. seconded the motion. All ayes. Laura recused herself from the vote.
- B. Fee Schedule - Janese explained that Sara Free wanted to do an after-school art class with a \$50 fee. Debby moved that we accept the after-school art program to the 2014-2015 fee schedule. Carolyn seconded. All Ayes. No naves.
- C. School Calendar Policy - Jenney explained that the policy was for reallocated instruction time. Debby asked for different wording to make it in compliance for state law. Debby wanted to make sure we understood it is 32 hours to 4 days for teacher development. Debby moved that we accept policy 2201 as presented regarding school calendar hours. Jenney seconded. All ayes.

6. DISCUSSION ITEMS

- A. Staff survey/Parent Survey - Parent survey will be discussed at a later time because of technical issues. Emma volunteered to help with the data.
- B. Discipline Code/Disciplinary Action Policy - Jenney indicated that we are required to make sure that we aren't allowed to use corporal punishment. Matt asked for the line to be moved to the end of the paragraph. Jenney put in "other administration employees" in the Disciplinary Action Policy. Emma indicated that there are some instances where other employees may be over some staff. We discussed that only Janese could take disciplinary action after the 1st response. The right to appeal a disciplinary action was also added to the policy. Debby wanted the appeal to come to the full board. The appeal would go to the executive committee and the committee will then present it to the full board at the next board mtg. Matt brought up that they might need it resolved sooner than that. Mac brought up that the appeal will become public if it is brought up before the board. Emma brought up that in the past it was just the executive committee handled all appeals. Mary asked if an employee could appeal if it is for something that is illegal. Emma indicated that another body would take care of the teachers licensing.
- C. Paid Leave Days - Jenney talked about how employees can give their paid time off to other employees with

this policy. Matt N. is opposed for 4 reasons. He feels like it is outside of the scope of the school. He thinks that it counteracts the intent of policy 6109. He also is concerned that it would affect the budget. Emma indicated that we pay out the time off at their full rate. He also thinks that it opens the door for unintended consequences. He is also concerned that it encourages substitute teachers. Emma said that only goes into effect if it is FMLA approved. Matt indicated that he thinks that it will be an administrative burden. Debby asked if they were on different pay scales which pay would be used. Debby asked how many employees are affected in the past and used FMLA approved leave. David also indicated that the pay scale issue was concerning. Matt L. indicated that no other school that he works with does this. David talked about an option of having a fund that employees could contribute to and then a committee could determine when it is used to help the employee that needs it. Mac suggested that they could use their unused PTO to the fund. Jenney will come up with a new policy for the fund. Steve O. asked if teachers will really donate to it. Brian indicated that as a teacher, he would not donate as long as the money was not specifically designated to an employee and just a fund. Debby indicated that we need a bit more research.

Matt L. left the meeting at 7:51

- D. Emergency preparedness and response plan - Jenney indicated that the law said that we needed a policy for an emergency preparedness policy. All of this policy comes straight from the law and we are making it a policy to ensure that parents review it each year. Mac asked how detailed it was. Brian S. indicated that we need to practice as if it is real.
- E. Medical recommendations by school personnel to parents - Jenney indicated that this is for state code that states that we have a policy that we can not prevent a student from coming to school for medical mental reasons. The policy states what the teachers can not state to students or parents. Matt is concerned about the term child abuse. Emma indicated that in the past we have trained staff to call SDFS with concerns and they will take care of it. Matt wondered what the response of DCFS. Debby reported their policy. Debby recommended that this policy go back to governance for review.
- F. June Conference - Debby indicated that Charter Conference is on June 9. Emma stated that we are nominated for Charter school for the year. Debby passed around class information and schedule. Emma is presenting 2 classes, and Jennifer is presenting a governance class.
- G. Directors Report - Janese indicated that we are almost finished with SAGE testing and start assessments next week. Today they had visit from a Leader in Me coach. It is a new program from Covey.
- H. Committee Reports:
 - i. Executive - Debby indicated that they did not meet this month.
 - ii. Academic Excellence - Mary indicated absenteeism, parent teacher conference, state reports, core curriculum
 - iii. Finance - Debby indicated that Jeff and the finance committee had been meeting.
 - iv. Development - Carolyn indicated that Jenney is working on getting volunteers for the City events. We are also working on setting up things for next year. Gina James is working on the donation wall. Next year we will be communicating a classroom sponsors for \$250 which goes into a general fund. Kaylynn asked why the money shouldn't go directly to each classroom. Emma stated that it will go to classrooms just not specifically to each classroom. Brian S. indicated that parents will donate more if they know what it is going towards. Board discussed that we need more unencumbered funds so education for parents on where the funds are going.
 - v. Governance - Jenney indicated that the governance committee has worked on several policies. Jenney asked for feedback from the board for a policy about when they need to have homework corrected and posted within a time period. The board discussed having SIS updated every Friday with homework turned in by Thurs. Friday homework will be updated on the next Friday deadline of SIS. Mac indicated that it is all about empowering parents to help the student. Kaylynn indicated that we need to use the student planners. Board indicated that we need to make sure planners. Academic Excellence will look at how to solve some of the discussed problems. Academic will also look at the late homework penalization policies. Debby indicated that Jason Neilson wanted the board to approve a similar electronic device policy to Alpine school district. Jenney will look over the policy and incorporate it into our policy.
 - vi. Technology - David indicated that they are looking at using a different survey mechanism
 - vii. FSO Report - Laura indicated that we had a very successful Lion Walk. They surpassed their goal.

H. Other - Debby thanked Carolyn for her service. Mary discussed volunteer hours and for discussed on the next board meeting.

7. CLOSED/EXECUTIVE SESSION: The Board will consider a motion to close the meeting to hold a strategy session to discuss pending or reasonably imminent litigation, and/or to discuss the purchase, exchange, or lease of real property, and/or the character, professional competence, or physical or mental health of an individual in conformance

with § 52-4-204 and 52-4-205 et. seq., Utah Code Ann.

Debby moved to enter closed session at 9pm. Jenney seconded. Jenney, Carolyn, David, Debby, Mary, Laura, Matt all ayes.

Debby moved that we end closed session at 9:11pm. Jenney seconded. Jenney, Carolyn, David, Debby, Mary, Laura, Matt all ayes.

8. Any action items from Executive Session

Debby moved to adjourn 9:11p.m.. David seconded.

9. ADJOURN

The public is welcome to attend Mountainville Academy Board Meetings. In compliance with the Americans with Disabilities Act, those needing special assistance or accommodations should contact the secretary at mgiven@mountainvilleacademy.org, giving at least one working day notice.